

Tempe Fire Department Policies and Procedures
Staff Responsibilities at Emergency Incidents
201.02
Rev 7-20-07

PURPOSE

The purpose of this policy is to delineate the responsibilities of staff personnel at emergency incidents.

POLICY

Chief Officer and Staff employees are expected to respond to emergency incidents as follows:

- Fire Chief - All second alarm incidents.
- Assistant Chiefs – All second alarm incidents.
- Battalion Chiefs (off duty) - All second alarm incidents.
- Backup responder Battalion Chief – All first alarm or greater incidents.
- Homeland Security/Special Operations Battalion Chief - All first alarm haz mat incidents.
- Medical Services Battalion Chief - All first alarm medical incidents.
- Inspectors - As indicated on rotational basis.
- Senior Mechanic/Mechanic - All second alarm incidents in which Tempe Fire Department equipment is involved in pumping operations or as needed.
- Hazardous Materials Specialist – All first alarm HazMat incidents.
- WMD Captain and Terrorism Liaison Officer– All first alarm HazMat and PD high risk warrants.

Response of staff members to lesser alarms than indicated is discretionary.

PROCEDURE

Use of staff personnel strengthens the command function and structure. Depending upon the nature of the incident, staff personnel will assume appropriate sectors or support activities as follows:

- Assistant Chiefs – Emergency Services Chief will assume the role of senior advisor to Command, with the option of assuming command.
- Off duty Battalion Chiefs will assume the roles of support officer or sector officer as assigned by Command. (see below)
- Personnel/Safety/Customer Service Battalion Chief will assume the role of Safety Sector Officer on arrival (see Policy and Procedure 206.02).
- Homeland Security/Special Operations Battalion Chief will assume that sector (i.e., haz mat sector, rescue sector, etc.) that is responsible for special operations planning and tactics.
- Medical Services Battalion Chief shall be utilized as an advisor to Command on medical incidents or as Medical Sector Officer.

Upon arrival, staff personnel will communicate their presence to Command and readiness to assume the responsibilities outlined above. When the role to be assumed has already been assigned, Command may at his/her discretion assign the staff officer to take over that responsibility. The staff officer will then communicate face to face with the officer originally assigned before assuming sector responsibilities. The officer originally

assigned can either be released to operate with his/her crew or utilized as an assistant to the staff officer.

Staff vehicles should be parked in a manner that does not interfere with operations.